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file
DD/S
50-0432

MEMORANDUM FOR: Special Support Assistant to the DD/S

SUBJECT : Program for Greater Efficiency in CIA

REFERENCES : (a) Memo dtd 28 Jan 59 to DD/I, DD/P, DD/S, and
DD/C fr DCI, same subject
(b) Memo dtd 5 Feb 59 to SSA-DD/S fr DD/S, subj:
"Personnel Ceiling Objectives, Special Support
Assistant to the DD/S, FY 1959 and FY 1960"

1. This memorandum amplifies Reference (a) and outlines procedures for compliance with it in the DD/S Area.

2. I consider that the exercise which we have carried on together since mid-December complies with paragraphs 1. a., b., and c. of Reference (a) insofar as any personal survey by the Deputy Director (Support) is concerned.

3. You have been advised by a separate memorandum (Reference (b)) of the manpower objectives to be attained during Fiscal Years 1959 and 1960. I do not believe that any organizational changes of the over-all DD/S structure are in order at this time. Of course it is possible that such changes may be suggested as the other Deputy Directors and the Task Force proceed with their separate exercises. However, you should continue to study your own Staff exhaustively in order to insure that the provisions of Reference (a) are fully carried out. For the present, this should be confined to your own Staff and not be projected into procedures, etc., of components not under your jurisdiction. You should, however, bring to [REDACTED] attention any problem which you feel should be explored and which involves a component outside of your jurisdiction. [REDACTED] will then seek guidance from the Task Force as to how it should be handled.

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4. Insofar as paragraph 1. d. of Reference (a) is concerned, Heads of Career Services will pursue vigorously the identification and indicated action with respect to all individuals in their respective Career Services.

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5. As you proceed with this exercise you should maintain close liaison with [REDACTED] who will represent me in these matters and whose duties as a member of the Task Force take priority over other requirements on his time.

6. It is requested that you submit a brief progress report to me on 15 April 1959.

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[REDACTED]
L. K. White
Deputy Director
(Support)

cc: IG
SPA-DD/S

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[REDACTED]

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